

**ORDINANCE/RESOLUTION REQUEST**

*\*All fields must be completed.\*  
Incomplete request forms will be returned to sender which may cause a delay in processing.*

Date of Request: 7/21/2015

Please mark one:     **Bill Request**                      or                       **Resolution Request**

**1. Has your agency submitted this request in the last 12 months?**

**Yes**                       **No**

**If yes, please explain:**

**2. Title:** Customs and Boarder Protection - 559 Reimbursable Service Agreement, Contract Number 201520260; Contractor: Customs and Border Protection (CBP), CBP Reimbursable Services Programs, Office of Field Operations, U.S. Customs and Border Protection

**3. Requesting Agency:** Department of Aviation

**4. Contact Person:**

- **Name:** Amy Raaz
- **Phone:** (303) 342-2201
- **Email:** Amy.Raaz@flydenver.com

**5. Contact Person:**

- **Name:** Dan Sprinkle
- **Phone:** 303-342-4003
- **Email:** dan.sprinkle@flydenver.com

**6. General description of proposed ordinance including contract scope of work if applicable:**

The current operating hours for the Denver International Airport (DEN) Federal Inspection Facility (FIS) are daily from 9 a.m. to 9 p.m. In order to accommodate potential new International service, DEN is seeking to extend the normal operating hours as required. In order to do so, DEN applied for and was accepted to participate in a program offered by the Customs and Border Protection (CBP) office called "559 Reimbursable Service Agreement." When approved, DEN can accommodate new service outside of the normal operating hours and reimburse local CBP officers for the overtime incurred at the airport's request.

DEN agrees to reimburse CBP for hours worked outside the normal 9 a.m. to 9 p.m. timeframe. This does not include normally scheduled flights that are late/early arriving to DEN. This pertains to new service that is scheduled to arrive prior to 9 a.m. or after 9 p.m. only. DEN will work with local CBP Management to ensure appropriate staffing is available for new flights outside the normal operating hours. DEN will provide electronic payment within 15 days of receipt of all invoices from CBP.

- a. Contract Control Number:** 201520260
- b. Duration:** 5 years
- c. Location:** DIA
- d. Affected Council District:** 11
- e. Benefits:** Accommodate potential new international service from current or new airline(s)
- f. Costs:** \$934,000 - Annually

<i>Current Contract Amount</i> (A)	<i>Additional Funds</i> (B)	<i>Total Contract Amount</i> (A+B)
\$934,000 Annually		\$934,000 Annually

<i>Current Contract Term</i>	<i>Added Time</i>	<i>New Ending Date</i>
1/1/15		1/1/20

*To be completed by Mayor's Legislative Team:*

SIRE Tracking Number: \_\_\_\_\_

Date: \_\_\_\_\_

**g. Date Goals Assigned:** 1/22/15

**h. Goals:** N/A

**7. Is there any controversy surrounding this ordinance?** (*Groups or individuals who may have concerns about it?*) **Please explain.** None

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Date: \_\_\_\_\_

## Key Contract Terms

Vendor/Contractor Name: Customs and Boarder Protection

Contract control number: 201520260

City's contract manager: Dan Sprinkle

Was this contractor selected by competitive process? Was it the low bid? No.

Term/Duration of contract/project: 5 Years

Renewal terms:

Purpose: Establish mechanism to pay CBP officers outside the normal operating hours.

Scope of services to be provided with performance bench marks: DEN agrees to reimburse CBP for hours worked outside the normal 9 a.m. to 9 p.m. timeframe. This does not include normally scheduled flights that are late/early arriving to DEN. This pertains to new service that is scheduled to arrive prior to 9 a.m. or after 9 p.m. only. DEN will work with local CBP Management to ensure appropriate staffing is available for new flights outside the normal operating hours. DEN will provide electronic payment within 15 days of receipt of all invoices from CBP.

Cost/value: \$934,000 - Annually

Source of funds: DEN O&M Budget, Terminal Operations, Object Code 6027 – Professional Services

Benefit: Accommodate potential new international service from current or new airline(s).

Termination provision for City and for contractor:

WBE/MBE/DBE commitments (construction, design, Airport concession contracts): N/A

Who are the subcontractors to this contract? N/A

Location: Denver International Airport

Affected Council District: 11

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Date: \_\_\_\_\_